



Cover Memorandum/Staff Report

File #: 18-0290 CRA

Agenda Date: 3/12/2019

Item #: 10A. 1

TO: CRA Board of Commissioners
FROM: Jeff Costello, CRA Executive Director
DATE: March 12, 2019

REVIEW OF PROTEST TO RFP CRA NO. 2018-08 FIXED-ROUTE TRANSPORTATION SERVICES AND FINDINGS OF THE EXECUTIVE DIRECTOR

Recommended Action:

Make a specific finding that the protest filed by First Transit, Inc. is either justified or is unjustified pursuant to Section 3.17 of RFP No.: 2018-08 Fixed-Route Transportation Services.

Background:

On March 7, 2019, the CRA posted the recommendation for award regarding RFP No.: 2018-08 Fixed-Route Transportation Services (RFP) at the CRA Office and Delray Beach City Hall. On March 8, 2018, the CRA received a formal written protest letter from First Transit, Inc. (Exhibit B).

Section 3.17 of the RFP details the procedure for filing a protest to this RFP (Exhibit A).

The Executive Director reviewed and considered the protest and on March 11, 2019 issued a written finding that the protest is denied (Exhibit C).

Section 3.17 of the RFP states that "if the CRA Executive Director denies the protest, the recommendation of staff regarding the bid award, and the written findings of the Executive Director shall be placed on a CRA Board agenda for action. The CRA Board shall make a specific finding that the protest is either justified or is unjustified. After making a finding of no justification, the CRA Board may award the bid or accept the proposal. The protestor may appear at the CRA Board meeting and state the protest on the record; however, the CRA Board shall be free to award the bid and enter into an agreement."

CRA Staff requests that the Board make a specific finding that the protest filed by First Transit, Inc. is either justified or is unjustified.

Attachment(s): Exhibit A - RFP and 2 addendums; Exhibit B - First Transit Protest; Exhibit C - CRA Executive Director's Written Findings